



OFFICE USE ONLY

Request # _____

County of San Diego

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(858) 505-6700 FAX (858) 505-6848
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ASSISTANT DIRECTOR

PUBLIC RECORDS REQUEST FOR THE SITE ASSESSMENT AND MITIGATION (SAM) PROGRAM AND HAZARDOUS MATERIALS DIVISION (HMD)

Requestor Name: _____	E-Mail: _____
Phone: () _____	FAX: () _____
Company Name: _____	
Mailing Address: _____	
(You may attach a business card/overprint with business card if preferred)	

Additional information may be accessed from the DEH website, www.sdcdeh.org. Fax or email your completed form to the Public Records Program at (858) 505-6848 or deh.publicrecords@sdcounty.ca.gov. The following information is required. Separate forms are needed for each address or parcel number.

_____ or _____
Exact Address (Street, City and Zip Code) Assessor's Parcel Number

Optional information (establishment permit number, business name, etc.): _____

Please indicate the purpose of your search by checking all that apply:

- | | |
|--|---|
| <input type="checkbox"/> Contaminated Property Investigation(s) (SAM Cases)
<input type="checkbox"/> SAM Closure Letter/Report
<input type="checkbox"/> Hazardous Materials Permit & Underground Storage Tank Files (HMD/UST)
<input type="checkbox"/> Other: _____
<div style="text-align: center;">(specify)</div> | <input type="checkbox"/> Monitoring Well Files (select conditions that apply)
<input type="checkbox"/> Government agency request
<input type="checkbox"/> Consultant with related case
<input type="checkbox"/> Written authorization from owner (attach letter) |
|--|---|

OFFICE USE ONLY BELOW THIS LINE

Files reviewed by: _____	of _____	Date: ____/____/____
Files copied for: _____	of _____	Date: ____/____/____
Request cancelled by: _____		Date: ____/____/____
Photocopies _____	Cost _____	Picked up/mailed on _____ By _____

A search for DEH records checked above has been conducted and the following apply:

- ☐ SAM files for the permit number(s) listed below are available.
 # _____ # _____ # _____ # _____ # _____
- ☐ HMD/UST files for the permit number(s) listed below are available.
 # _____ # _____ # _____ # _____ # _____
- ☐ Original records were purged. Database-only records are available (at: http://sdcounty.ca.gov/deh/doing_business/hazmat_search.html) for the following permit number(s):
 # _____ # _____ # _____ # _____ # _____
- ☐ No SAM/HMD/UST records were found for the address/APN you requested.

Signature - DEH Representative_____
Date

DEH complies fully with the California Public Records Act and the Federal Freedom of Information Act. Please be advised that photocopy and/or scanned file fees may apply.